



Mokena Fire Protection District

Honoring the past - Embracing the future

MOKENA FIRE PROTECTION DISTRICT'S

TRUSTEE MEETING

November 12, 2024

Administrative Offices

19853 S. Wolf Road
Mokena, IL 60448
Adm. (708) 479-5371
Fax (708) 479-2970

Fire Station #1

19853 S. Wolf Road
Mokena, IL 60448
(708) 479-3781

Fire Station #2

10000 W. 191st Street
Mokena, IL 60448
(708) 479-3782

Fire Station #3

10855 W. 183rd Street
Orland Park, IL 60467
(708) 479-3785

www.mokenafire.org

Established 1883
Organized 1917



The regular meeting of the Mokena Fire Protection District was held on Tuesday, November 12, 2024, at Mokena Fire Station #1 at 7:00 PM.

Trustees Roll Call:

Trustee Haas	Present
Trustee Blank	Present
Trustee Hennessy	Present
Trustee Burkhardt	Present
Trustee Warning	Present

OTHERS PRESENT:

Chief Joe Cirelli, A/C Rick Campbell, Recording Secretary Keyla Darwent, Attorney John Motylinski, and James Howard (at 7:52 PM).

The meeting was called to order at 7:00 p.m. with a quorum present.

MINUTES OF PREVIOUS MEETING, CORRECTIONS, APPROVAL

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to approve the minutes of the October 8, 2024, Trustee meeting. Motion passed with all ayes.

PUBLIC COMMENTS

None

UNION REPORT

None

FINANCE REPORT

Craig Warning made a motion, seconded by Robert Hennessy, to accept the Monthly Statement as presented. Motion passed with all ayes.

The cost recovery billing information was reviewed.

APPROVAL OF BILLS

Robert Hennessy made a motion, seconded by Dennis Burkhardt, to pay the monthly bills in the amount of \$382,750.58 as presented. Motion passed with all ayes.

TRUSTEES' REPORT

Ken Blank would like to thank Fire Marshall Tom Murray and the MFPD crew for their help during Fire Prevention Month. Ken stated they all did a great job.

Robert Hennessy wishes everyone a Happy Thanksgiving. Robert also added that we live in the greatest country.

Craig Warning would like to wish everyone a Happy Thanksgiving.

CALENDAR AND CHECKLIST

The annual Tax Levy Ordinance will be approved later in the meeting.

We will begin working on the budget for Fiscal Year ending 2026 in December.

FIRE MARSHAL'S REPORT

The code enforcement report and community risk reduction surveys were reviewed by the Board.

ASSISTANT CHIEF CAMPBELL'S REPORT

Update on the ambulance remount project:

- The Horton Module has been installed on the new chassis.
- The upholstery has been installed in the Horton Module.
- The electrical and the stainless-steel walls are in the process of being installed in the Horton Module.

Engine 91 (Pierce), from station #1, was out of service due to a clogged Diesel Particulate Filter (DPF). The purpose of this filter is to remove particulate matter and soot from the engine exhaust. Chandler Services cleaned the DPF, and the engine is now in service. The approximate cost to clean the DPF was \$500.

Underwriter Laboratories (UL) performed the annual inspections on our fire pumps this month, which they all passed.

The bunk room project at Station 1 started on October 10, 2024. The following has been completed:

- Rough Framing
- HVAC
- Fire Alarm, Sprinklers, and Electrical
- Drywall
- Doors and Trim
- Flooring

Preferred Window and Door installed the new replacement door this month. The new door fits properly and works great.

Proline Fence has completed the installation on the training yard 20' cantilever gate. The approximate cost was \$4,850.

The septic system at Station 3 is back in service. Zeiter Septics replaced 1 float and a faulty pump. Also, Zeiter Septics performed the quarterly preventative maintenance on the entire system including a thorough cleaning of the primary and secondary filters.

MFPD met with Mokena Police and Mokena Public Works on November 6, 2024, to develop a safety plan for the annual Mokena Parade of Lights that will be held on November 23, 2024, at 5:00 pm.

The Board approved the following Class Requests:

- | | |
|------------------|---|
| • Dave Porter | Public Fire and Life Safety Educator |
| • Adam Meyer | Instructor II |
| • Adam Meyer | Youth Fire Setting Prevention and Intervention Specialist |
| • Dan Reimer | VMO |
| • Brian Crabtree | VMT |
| • Todd Newton | Chicagoland Heavy Rescue |
| • Adam Shefcik | Chicagoland Heavy Rescue |

This month's training calendar was reviewed by the trustee members.

FIRE CHIEF CIRELLI'S REPORT

John Motylinski is here tonight for the tax levy ordinance for the upcoming budget year.

The Financial Resource Manual has been placed into Lexipol format and updated. It is being reviewed by our attorney and accountant; it will be presented to The Board in December for approval in January 2025.

Full-time interviews were held on November 6th. All seven candidates showed up, the candidates now have time to submit for veteran's preference points. The final list will be posted once the preference points have been submitted.

Candidate petitions may be filed beginning today, 11/12/24 and until 11/18/24.

The station #1 bunkroom remodel project is well underway. The Chief and Board will walk through it at the end of the meeting.

As a result of the bunkroom remodel at station #1, we have two extra bunkbeds and frames. We went from six bunks to four. We offered the beds to our personnel; no-one showed any interest in taking the beds. The Chief proposes that we discard the two extra beds and frames. The board agrees to discard the two extra beds and frames.

The UAS was used during the New Lenox Tristar cabinet fire.

MONTHLY INCIDENT REPORTS

The Trustees reviewed the monthly alarm reports for October.

CORRESPONDENCE

None

APPROVAL OF POLICIES

There are several policies that were distributed at the last meeting. The Chief has not received any questions or comments on them and would like to approve the following policies:

- Approval of policy 104 – policy manual
- Approval of policy 1000 – recruitment and selection
- Approval of policy 1002 – fire officer development
- Approval of policy 1003 – reporting for duty

- Approval of policy 1004 – emergency recall
- Approval of policy 1006 – discriminatory harassment
- Approval of policy 1007 – conduct and behavior
- Approval of policy 1008 – personnel complaints
- Approval of policy 1009 – outside employment
- Approval of policy 1010 – personal projects on-duty
- Approval of policy 1011 – on-duty voting in statewide elections
- Approval of policy 1012 – personnel records
- Approval of policy 1013 – commendations and meritorious service
- Approval of policy 1018 – lactation breaks
- Approval of policy 1033 – military leave
- Approval of policy 1034 – driver's license requirements
- Approval of policy 1035 – nepotism and conflicting relationships
- Approval of policy 1037 – anti-retaliation
- Approval of policy 1039 – paid time off – civilian/non-sworn members

Craig Warning made a motion, seconded by Robert Hennessy, to approve the policies listed above as presented. Motion passed with all ayes.

APPROVAL OF PURCHASE OF FIRE STATION ALERTING SYSTEM

Our fire station alerting system, that activates the lights, is original to the stations. Fire Station #1 and #2 operate using legacy relays and timers to activate the system. The system does not meet the NFPA 1221 standard and is unreliable. The replacement of the station alerting is included in our Strategic Plan for December of 2024 and was a budgeted item in last year's budget. The primary reason we did not move forward with the system at the time was the initial outlay and ongoing maintenance. Since that time, the system has

become more affordable, and we have been allocated additional funds from the Lincoln Way Fire Dispatch (alarm monitoring fees).

The Mokena FPD would like to move forward with using the LWFD grant funding (approximately \$73,000 currently available) to purchase the fire station alerting system for fire stations 1 and 3 this year, with the intent of purchasing for fire station 2 next year (during their bunk room remodel). The estimated amount for the purchase and installation of the system for stations 1 and 3 is \$76,000. The balance after LWFD would be paid by the MFPD. The Chief would like to have authorization not to exceed the limit of \$80,000 to cover any last-minute changes.

There is an annual maintenance fee; at the conclusion of all three projects, the maintenance fee is anticipated to be around \$7,000. It is our intent to continue to use the LWFD to fund this project and the ongoing maintenance.

Ken Blank made a motion, seconded by Craig Warning, to approve the purchase of a fire station alerting system; the budget is not to exceed \$80,000.00. Motion passed with all ayes.

APPROVAL OF 2024 LEVY ORDINANCE

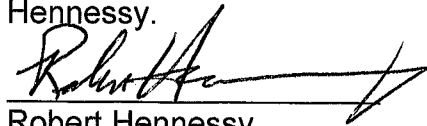
Craig Warning made a motion, seconded by Dennis Burkhardt, to approve *Ordinance 2024-3*, An ordinance for the levying and assessing of taxes for the Mokena Fire Protection District in the counties of Will and Cook and State of Illinois for 2024. Motion passed with all ayes

CLOSED SESSION

None

ADJOURNMENT

The meeting was adjourned at 7:54 PM after a motion by Robert Hennessy.



Robert Hennessy
Secretary, Board of Trustees

Recording Secretary: Keyla Darwent